



Takeley Parish Council Hall and Amenities Committee

Meeting Notice

Notice is hereby given that a meeting of the **HALL AND AMENITIES COMMITTEE** will be held on **Tuesday 26th May at 10.15am in The Old School Community Centre** to which members of the Committee are summoned for the transaction of the business as set out below. The meeting is open to press and public.

Amanda Collins-Klimcke

Clerk to the Council

Date: 19th May 2026

Members: Cllr Sam Moore (Chairman), Cllr Helen Carter (Vice-Chairman), Sue Sprules, Cllr Jackie Cheetham, Cllr Richard Ridley.

In attendance: Amanda Collins-Klimcke (Assistant Clerk)

Agenda	
26/1	Election of Chair and Appointment of Vice Chair To note that the election of Chair and appointment of Vice Chair took place on 10 th March at the first committee meeting.
26/2	Apologies for absence To note apologies received by the Assistant Clerk.
26/3	Declarations of interest Members to declare interests on agenda items.
26/4	Public Representations Members of the public are invited to speak.
26/5	Minutes of the Meeting Members to consider the minutes of the meeting held on 21 st April 2026.
26/6	Sports Field <ul style="list-style-type: none">a) To note the quotes provided for pickle ball court lines and moveable nets.b) The work to uncover the BMX track commenced on 15th May with the Probation Team.
26/7	S106 Update To note the updated table.
26/8	Outbuilding Works <ul style="list-style-type: none">a) To consider the three quotes provided for a drystore. This can be funded by the remaining grant money.b) To consider a shed as the drystore, this will not be funded by grant money.



Takeley Parish Council Hall and Amenities Committee

	c) To Note: The cost of the electrics to be moved into drystore or shed is £185 + VAT.
26/9	Kitchen Refurbishment Work is commencing on Tuesday 9 th June and continuing until 10 th June, hours 8am-4.30pm approximately.
26/10	Quarterly Clean The quarterly clean has been booked for 2 nd June, 29 th September and 12 th January 2027.
26/11	Items for Next Agenda To consider items for the May agenda.
26/12	Date of Next Meeting The next meeting is scheduled for Tuesday 17 th June 2026 at 2pm in the Outer Office.